

# CALIFORNIA STUDENT AID COMMISSION

*Beginning and  
Advanced*

## CAL GRANT WORKSHOPS

Do you have a new staff person or a person who needs comprehensive Cal Grant training?  
Is your current Cal Grant "guru" retiring or transferring to other duties?

Or, have you been administrating the Cal Grant program on your campus and would really like a chance to ask those particularly hard Cal Grant questions?

The CSAC Training Academy of the California Student Aid Commission presents the Beginning and Advanced Cal Grant workshops. Join us at either the two-day Beginning Cal Grant training or the one-day Advanced Cal Grant training.

**TO REGISTER** BY WEB: <http://www.csac.ca.gov/doc.asp?id=864> (From CSAC main site: Schools • Colleges • Training • CSAC Training Academy • Beginning and Advanced Cal Grant Workshops).  
Your confirmation will be made by e-mail.  
BY FAX: (916) 526-8002  
BY PHONE: (888) 294-0153



### Beginning Workshop Agenda

This two-day workshop is intended for persons with less than three years of Cal Grant program experience. Participants are encouraged to arrive 30 minutes early to find parking, check in, and receive training packets.

#### Day One:

<b>8:00 am</b>	<b>Registration</b>
8:30 am	Welcome and Introductions
8:50 am	Cal Grant Institutional Requirements
9:50 am	Program Description and Eligibility
<b>10:20 am</b>	<b>Break</b>
10:35 am	Cal Grant Application Process
<b>Noon</b>	<b>Lunch On Your Own</b>
1:00 pm	Cal Grant Selection Process
<b>2:30 pm</b>	<b>Break</b>
2:45 pm	Renewing a Cal Grant
<b>4:00 pm</b>	<b>Break for the Day. Continue Tomorrow</b>

#### Day Two:

<b>8:30 am</b>	<b>Second day opening</b>
9:00 am	Cal Grant Payment Process
10:15 am	Cash Management, Reconciliation and Compliance
<b>Noon</b>	<b>Lunch On Your Own</b>
1:00 pm	Payment Practice and Calculations
2:30 pm	Hands on WebGrants Practice
<b>4:00 pm</b>	<b>Conclusion</b>

### Advanced Workshop Agenda

This workshop is intended for persons with three years or more of Cal Grant program experience. Participants are encouraged to arrive 30 minutes early to find parking, check in, and receive training packets.

<b>8:00 am</b>	<b>Registration</b>
8:30 am	Welcome and Introductions
8:50 am	WebGrants User Administration
9:15 am	Cash Management, Disbursement and Reconciliation
<b>10:20 am</b>	<b>Break</b>
10:35 am	Institutional and Program Eligibility
11:30 am	Cal Grant Notifications
<b>Noon</b>	<b>Lunch On Your Own</b>
1:00 pm	CSAC Hot Issues CAHSEE Exam
<b>2:15 pm</b>	<b>Break</b>
2:30 pm	Revision of IPA New Programs
3:00 pm	Conclusion

In the event that registration exceeds workshop capacity, requests will be processed in the order that they are received until workshop slots are full. We look forward to seeing you at our workshop. Please contact us if you have any questions.

**California Student Aid Commission  
Program Administration & Services Division**  
[schoolsupport@csac.ca.gov](mailto:schoolsupport@csac.ca.gov)  
(888) 294-0153

### Workshop Locations:

#### Moorpark College

Beginning August 8 to 9, 2006  
Advanced August 10  
7075 Campus Road  
Moorpark, CA 93021  
(805) 378-1400  
Parking Free; Enforcement relaxed that week

#### Sacramento

Beginning September 11 to 12, 2006  
Advanced September 13

MTI College  
5221 Madison Ave.  
Sacramento, CA 95841  
(916) 339-1500  
Parking Free



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## CAL GRANT WORKSHOPS

### Two-day Beginning Cal Grant Workshop

August 8 and 9      Moorpark College - Moorpark  
September 11 and 12      MTI College - Sacramento

### Advanced Cal Grant Workshop

August 10      Moorpark College - Moorpark  
September 13      MTI College - Sacramento

Registration also is available on-line at <http://www.csac.ca.gov/doc.asp?id=864>



### REGISTRATION

Please complete the following:

institution name \_\_\_\_\_

address \_\_\_\_\_

city • state • zip \_\_\_\_\_

contact name \_\_\_\_\_

contact phone \_\_\_\_\_

e-mail address \_\_\_\_\_

### WORKSHOP ATTENDEES & LOCATIONS

Please list attendees and indicate workshop location and date:

name \_\_\_\_\_

title \_\_\_\_\_

Workshop location and date \_\_\_\_\_

e-mail \_\_\_\_\_

name \_\_\_\_\_

title \_\_\_\_\_

Workshop location and date \_\_\_\_\_

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